SES-ERB-87
22 July 1987

MEMORANDUM FOR: Distribution

THROUGH: Chief, Requirements Analysis Branch, ADD/ESG/FBIS

FROM: Laird Steinberg
                  System Engineering Support, GE

SUBJECT: Field Bureau Automation ERB Meeting Report

1. An FBA Engineering Review Board was held on 21 July 1987 at
1300. See Attachment A for the list of attendees. See Attachment B for
the agenda.

2. _____ opened the meeting and reviewed the action items   STAT
established at the last FBA ERB meeting. See Attachment C for the list of
action items.

   a. _____ reviewed the PC Security Procedures and has   STAT
   made substantial changes. Twila is reviewing his suggestions. The
   procedures will require the Security Officer approval prior to
   distribution.

   b. _____ is documenting the software developed to resolve STAT
   DR-AU-005-87. The software and documentation should be available 3
   August 1987 following LEC software test.

   c. The ERB approved 2 additional PCs for Hong Kong; a total of 4
   PCs. One PC is to be used to report the status of equipment at
   remote sites. The second PC is to used within the bureau to monitor
   the condition of the mega-mux modules and recievers (i.e., if in
   alarm state or in on or off state). _____ will notify Hong   STAT
   Kong and determine what additional PCs they currently have.

3. Twila reviewed the status of open DRs. See Attachment D for the
DR Status Report.

4. Twila reported on the status of the FBA-1 System at Vienna.

   a. Twila received a message from Vienna informing the ERB that
   that they are waiting for the last supplemental shipment before
   sending the PC to Tel Aviv. Tel Aviv is attempting to repair the
   failed hard disk they earlier reported and never returned.

5. There was no status report for Key West.

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6.   Twila reported on the status of the installation at Hong Kong.

   a.   There have been no problems during installation at Hong Kong. The training is going very well; finalyzing training of the System Administrators.

   b.   The requirement for printers has been resolved. The laser printers arrived. The spare parts for the punch have been delayed to week of 20 July.

   c.   There is no need for a Hong Kong de-brief. It is recommended that a data scope be available during the Bangkok installation.

   d. _____ is to work with _____ to track the shipping   STAT
schedule for the equipment leaving Hong Kong.
                                                                      STAT

7.   Open discussion covered the following topics.

   a. Cologne has requested a copy of the BACH software for their IBM PC without a hard disk. The ERB decided to send them a hard card and allow them to acquire monitors as required. LEC is investigating their inventory. Twila is sending a message to inform Cologne.

   b.   Prior to installation at Bangkok, the following needs to be considered:

      (1)   Itinerary needs to be provided ahead of arrival.

      (2)   If a member of the installation team is going to be in Bangkok for more than 14 days, a VISA must be acquired prior to of arrival in the country.

      (3)   A list is required of personnel arriving and what equipment they are carrying.

      (4)   The schedule requires 2 weeks for equipment to get through LOGS and customs. Install is to start on 26 August.

   c.   Okinawa currently has one punch. As a large volume bureau, the ERB is considering their potential requirement for additional punches.

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     d. The ERB has reviewed the status of FBA-1 and our desire to continue operations under the current practices. The ERB decided to document our review of current installation procedures and withhold any recommendations until after installation at Okinawa.

    8. The next Field Bureau ERB is tentatively scheduled for Tuesday, 28 July at 1300.

                    Laird Steinberg

Attachments:
    A. FBA ERB Attendees
    B. FBA ERB Agenda
    C. FBA Action Item List
    D. DR Status Report